

Cemetery Board MINUTES

Wednesday, April 29, 2026 @ 6:00 p.m.
Location: Township Boardroom

Present: Chairperson: Shawn Evoy
Members: Brad Shewfelt, Matt Frolick, Merrill Evoy,
Darrin Evoy
Regrets: Allen Cook
Secretary-Treasurer: Jennifer Errington

1. Routine Matters

a) Approval of Agenda

#01-26

Moved by: Matt Frolick

Seconded by: Brad Shewfelt

BE IT RESOLVED THAT the Cemetery Board hereby approves the April 29, 2026 agenda.

Carried.

b) Approval of Cemetery Board Minutes of December 1, 2025

#02-26

Moved by: Merrill Evoy

Seconded by: Matt Frolick

BE IT RESOLVED THAT the Cemetery Board approves the Cemetery Board minutes of December 1, 2025.

Carried.

2. Delegations

3. Business Arising out of the Minutes

a) Plot map & layout – Chair’s Update

The Chair provided a verbal update on the plot map and layout project. The Board reached consensus to have Boyd Frenette complete a site layout and replace the plot pins, after which the Board will continue with the map correction project.

b) DRAFT Cemetery By-law Review

i. Summary of Submitted Comments

The Clerk presented the written comments submitted by the Chair, which were included in the agenda package. Member Darin Evoy presented his written comments at the meeting, and these were received for the Board's consideration.

ii. **Member Discussion – Additional Proposed Amendments**

Members discussed the proposed amendments and identified additional changes for consideration. The Clerk will incorporate the amendments based on the written submissions and the direction provided during the meeting.

iii. **Section-by-Section Review of Draft By-law**

The Board conducted a section-by-section review of the draft by-law and identified areas requiring revision. During the review, the Board passed the following motion:

#03-26

Moved by:

Seconded by:

BE IT RESOLVED THAT every interment, including cremations, must be identified with a marker, and that the cemetery rules provide for either two cremations on a full burial lot or four cremations in a cremation-only plot, with a minimum marker size of 8 inches by 4 inches.

Carried.

iv. **Direction to Staff**

The Board directed staff to confirm whether the proposed interment limits and marker requirements are permissible under current legislation and the existing cemetery licence, noting that the current by-law allows one full burial plus four cremations.

c) **Phase 3 – Stone Straightening Capital Project**

The Board discussed the timing of the Phase 3 stone straightening project. It was noted that the project can proceed once Boyd Frenette has completed running the lines as part of the plot layout work. The Chair will prepare a tender for the straightening of approximately 100 stones. It was also noted that one previously repaired stone now requires additional corrective work.

d) **East Line Property Purchase – Update**

The Secretary-Treasurer provided an update on the East Line property purchase. It was reported that an issue has been identified with the title on the road allowance. The Township's solicitor will have a title searcher investigate the matter and report back.

e) **North Side Access Road – Spring Site Review**

The Board discussed the status of the north side access road. It was noted

that Boyd Frenette will need to complete the required layout work before further decisions can be made. Members also discussed that individual Board members may visit the site independently, outside of a formal meeting, and report their observations back to the Board.

4. **New Business**

5. **Five-year plan**

6. **Budget**

a) 2026 Cemetery Budget – Approved by Council April 16, 2026

7. **Correspondence**

8. **Meetings**

a) Set dates for next meeting

#04-26

Moved by: Darin Evoy

Seconded by: Merrill Evoy

BE IT RESOLVED THAT the Cemetery Board sets the next meeting date for Wednesday, August 26, 2026, at 5 p.m.

Carried.

9. **Adjourn meeting**

#05-26

Moved by: Brad Shewfelt

Seconded by: Merrill Evoy

BE IT RESOLVED THAT the Cemetery Board be adjourned at 7:44 p.m.

Carried.